



RICK SNYDER
GOVERNOR

State of Michigan
STATE 911 COMMITTEE
LANSING

TIM SMITH
CHAIR

State 911 Committee Meeting

Monday, June 8, 2015

MSP - HQ

Meeting Minutes

Voting Members Present	Representing
Mr. Tim Smith, Chair	Michigan Communication Directors Association
Mr. Jon Campbell, Vice-Chair	Michigan Association of Counties
Mr. Rich Feole	Association of Public Safety Communication Officials
Lt. Mike Johnson, representing Mr. Shawn Sible	Michigan State Police
Mr. Jeff Troyer	House Appointee, Public Member
Mr. Dale Berry	Michigan Association of Ambulance Services
Ms. Dee Ann Summersett	National Emergency Number Association
Ms. Wendy Thelen	MPSC
Mr. Lloyd Fayling	Senate Appointee, Public Member
Mr. James Loeper	UP Emergency Medical Services Corporation
Mr. Adam Starkweather	Michigan State Police Troopers Association
Ms. Karen Towne, representing Ms. Alesha Gensler	Department of Licensing & Regulatory Affairs
Non-Voting Members Present	Representing
Ms. Harriet Miller-Brown	State 911 Administrator's Office
Ms. Theresa Hart	State 911 Administrator's Office
Ms. Amanda Kennedy	State 911 Administrator's Office
Mr. Michael Armitage	State 911 Administrator's Office
Ms. Stacie Hansel	State 911 Administrator's Office
Voting Members Absent	Representing
Sheriff Dale Gribler	Michigan Sheriffs' Association
Ms. Yvette Collins	Commercial Mobile Radio Service
Mr. Dave Hiller	Fraternal Order of Police
Chief Paul Trinka	Michigan Association of Fire Chiefs
Ms. Jennifer Greenburg	Telecommunications Association of Michigan
Mr. Don Welch	Governor's Appointee, Public Member
Ms. Crissy Miller	Deputy Sheriff's Association
Mr. Mark Docherty	Michigan Professional Firefighters Union
Chief Kay Hoffman	Michigan Association of Chiefs of Police

Association of Public Safety Communications Officials • Commercial Mobile Radio Service • Department of Licensing and Regulatory Affairs
 Department of State Police • Deputy Sheriff's Association • Fraternal Order of Police • Michigan Association of Ambulance Services
 Michigan Association of Chiefs of Police • Michigan Association of Counties • Michigan Communications Directors Association
 Michigan Association of Fire Chiefs • Michigan Professional Firefighters Union • Michigan Public Service Commission • Michigan Sheriff's Association
 Michigan State Police Troopers Association • National Emergency Number Association • Telecommunications Association of Michigan • Upper Peninsula
 Emergency Medical Services • Members of the general public appointed by the Governor, Speaker of the House, and Majority Leader of the Senate

I. Call to Order/Roll Call

Mr. Smith called the State 911 Committee (SNC) meeting to order and roll call was taken.

II. Approval of Minutes

A **MOTION** was made by Mr. Fayling, with support from Mr. Loeper, to approve the meeting minutes of March 9, 2015, as presented. With no discussion, the **MOTION** carried.

III. Correspondence

None.

IV. New Business

None.

V. Certification Subcommittee

A. Approval of Minutes

A **MOTION** was made by Mr. Loeper, with support from Mr. Fayling, to approve the February 17, 2015, meeting minutes as presented. With no discussion, the **MOTION** carried.

A **MOTION** was made by Mr. Feole, with support from Mr. Fayling, to approve the March 24, 2015, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. Subcommittee Updates

Mr. Feole stated the subcommittee has three compliance reviews currently in process. The reports for Saginaw and Iosco Counties may be ready to present at the next SNC meeting. The onsite visit for Grand Traverse County is scheduled for June 9, with the review team including Mr. Bob Stewart, Mr. Gary Johnson, Mr. Tim Smith, Mr. Greg Clark, and Ms. Kennedy.

The next county for review will be randomly selected at the next subcommittee meeting.

VI. Dispatcher Training Subcommittee

A. Approval of Minutes

A **MOTION** was made by Mr. Troyer, with support by Mr. Loeper, to approve the February 24, 2015, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. Subcommittee Updates

The DTS held a meeting on May 19, 2015. Items discussed included:

- Date of completion for continuing education for employees who have completed Modules I and II but are not employed by a PSAP. Many community colleges are beginning to adopt the training programs for Modules I and II, as well as technical education programs at high schools. Once students have completed the program, they would be certified for both modules; however, they would not have a date of hire at a PSAP. They are not required to be employed by a PSAP, so they may attend training on their own to meet the continuing education requirements. The subcommittee discussed at what point the continuing education requirements start. The DTS decided the 24 hour requirements would begin at the completion of Module II, giving the individual two years to complete their 24 hours of continuing education, where an individual already employed would use their date of hire.
- The subcommittee discussed revising the Telecommunicator Training Program Manual.
- Three training course audits were approved; one evaluated by Mr. Ackley and two by Ms. Hart. All courses received high remarks.

- A Plan of Action Review team was created. A plan of action must be submitted to the State 911 Office after a PSAP receives notice of delinquent telecommunicators. The plan outlines the agency's proposal to get their employee out of delinquent status within six months. Ms. Hart will forward the plan of action to the review team, as she receives them, for approval.
- To date, the training review team has approved 85 training course approval requests, and denied four.
- Membership on the DTS was also discussed. Concerns have been raised with individuals serving at the subcommittee level, making decisions affecting the operations of PSAPs, yet possibly no longer involved in a PSAP. Some guidelines regarding membership have been drafted and will be presented at the next DTS meeting.
- The DTS had one resignation with Ms. Kelly Page retiring from the Troy Police Department. Lt. Dave Aungst from Lenawee County will be filling the vacancy as the newest member of the DTS.

VII. Emerging Technology Subcommittee

Ms. Miller-Brown reported on the evaluation results from the Emerging Technology Forum. The forum was held at the General Office Building, and according to the evaluation comments, was the best forum to date. The total number of attendees was approximately 160, which has more than doubled from the first forum held.

An updated text-to-911 map was passed out at the meeting. The ETS will discuss what assistance can be given to the counties who have stated they are not planning on initiating text-to-911 and the counties who have not responded. Mr. Starkweather asked whether there had been contact with the media about getting the information to the public. Ms. Miller-Brown stated there is a link to the FCC and NENA on the SNC website, which have numerous media resources for counties, as it is the responsibility of each individual county to make their public aware of the text rollout and capabilities.

VIII. Legislative Action Subcommittee

A. Approval of Minutes

A **MOTION** was made by Mr. Campbell, with support by Mr. Troyer, to approve the October 31, 2014, minutes as presented. With no discussion, the **MOTION** carried.

B. MLTS Update

Ms. Thelen stated by law there needs to be 15 session days for JCAR to object, and currently they are on day 13. Ms. Miller-Brown stated JCAR has the changes the MPSC adopted based on recommendations from the SNC. Once JCAR approves the recommendations, they will become official. The MLTS already has an informal guideline drafted, which Ms. Miller-Brown will resend to the work group for review. The guidelines will be presented at the September SNC meeting for approval.

As a best practice, the LAS will be drafting language in the guidelines recommending a direct dial to 911 if installing an MLTS phone system. This will eliminate the need to dial 9 to get an outside line before dialing 911.

C. Subcommittee Updates

Members of the SNC received the updated PowerPoint on the CLEAR NG911 recommendations. CLEAR has postponed their next meeting until the end of June. There is a legislative draft document, which the working group has updated before giving their recommendations to CLEAR on June 25. The chair of CLEAR, Sheriff Gary Rosema, believes

once they have reviewed the work group recommendations, there will be a document CLEAR feels ready to share with the public.

IX. Policy Subcommittee

None.

X. State 911 Administrator's Report

A. State 911 Fund

Additional new revenues to date are \$769,206 into the State 911 fund.

B. Smart911

Originally, money for Smart911 went into Community Mental Health and then transferred to the State 911 Office for assistance with deployment and to serve as a contact for the PSAPs. Community Mental Health did not seek the money for their budget in the new fiscal year. Rave Mobile Safety is making their own legislative efforts to have a supplemental budget done to continue for another fiscal year. The status at this point is unknown.

Mr. Troyer stated the map on the SNC website is significantly different than the map presented by Rave Mobile Safety and asked about the difference. Ms. Miller-Brown stated the SNC website is not updated unless the county has a signed contract, whereas Rave Mobile Safety updates their map if they enter into discussion with a county.

C. FirstNet/SLIGP Update

The board has a meeting scheduled for a state consultation on September 1. Mr. Armitage served as a member of the joint evaluation committee to choose a vendor for phase two of the SLIGP grant.

D. Upcoming 911 Grant Funding

Ms. Miller-Brown would like to hear from the 911 community on ideas for Middle Class Tax Relief and Job Creations Grant Act. She stated this grant will be similar to the ENHANCE 911 grant, which is how the GIS repository database was built. Mr. Smith stated many ideas were discussed at the MCDA meeting, which will be forwarded to Ms. Miller-Brown.

E. 2014 Audit

The audit is in final stages in the Auditor General's office and no findings are anticipated.

F. Outage Workgroup

Ms. Miller-Brown has been working with LIEN field services to create a messaging group specific to the PSAPs in order to send outage notices. She will work with Lieutenant Johnson on allowing the communication providers to contact the OPS center if there is an outage, so that notices and updates will be sent to every PSAP in the state. There will be a test on the ORI on Thursday, June 11, 2015, and a live test will be done Friday, June 19.

G. Other Activity of the State 911 Office

The notice to the providers went out on June 2 regarding county surcharges; nine counties were changing their surcharge.

Ms. Miller-Brown was nominated and accepted a second term as president of NASNA. She thanked the SNC for their support.

XI. Public Comment

None.

XII. Next Meeting

Monday, September 28, 2015
2 p.m.
MSP Headquarters

XIII. Adjourn

The meeting adjourned.